



State of Utah
Department of Public Safety
APPLICATION FOR CONCEALED FIREARM PERMIT

INSTRUCTIONS

NEW APPLICANT

WHO MAY APPLY

You may apply for a concealed firearm permit if you are:

- ☐ at least 21 years of age

WHERE TO APPLY

Bureau of Criminal Identification

By mail:

Box 148280

Salt Lake City UT, 84114-8280

In person:

3888 West 5400 South

Taylorsville UT 84118

HOW TO APPLY

Please answer all questions in the application by typing or clearly printing in ink. Attach all documentation required. Every application must be signed and notarized prior to being submitted.

COST TO APPLY

A non-refundable fee of **\$65.25** must be included with your application. This fee consists of \$35.00 for application and permit processing and \$30.25 charged by F.B.I. to process the fingerprint card. The Bureau will accept cash, check, money order or credit cards. Credit card payment **must include the 3 digit control number from the back of the card**. We only accept VISA and MASTERCARD. Make check or money order payable to the Utah Bureau of Criminal Identification. There will be a \$20.00 service charge for returned checks.

DO NOT SEND CASH IN THE MAIL

CONCEALED FIREARM COURSE SURVEY

Please complete the course survey. This is available on the BCI website. Please return survey by e-mail to DPSFIREARMS@utah.gov

WHAT MUST ACCOMPANY THE APPLICATION

INCLUDE THE FOLLOWING DOCUMENTS:

- ☐ PHOTOCOPY OF YOUR DRIVERS LICENSE
- ☐ ONE (BLUE) APPLICANT FINGERPRINT CARD
BCI does offer fingerprint services. The fee is \$13.00
- ☐ PHOTOGRAPH:
One recent color photograph of **passport quality – 2"X2"**
NAME MUST BE ON BACK OF PHOTO!! BCI does offer photo services for our permits. The fee for a photo is \$13.00
- ☐ Application must include physical and mailing address

Any questions please contact BCI at (801) 965-4445.

☐ **FINGERPRINT CARDS:**

Blue Applicant fingerprint card can be obtained from B.C.I. or your local police department. Fingerprint card must be filled out completely. **USE BLACK INK ONLY**. Writing and prints must be legible. Fingerprints should be taken by a trained fingerprint technician. Fingerprint cards that are not legible will be returned to the applicant and will cause a delay in processing the application. Fingerprint services may be available from your local law enforcement agency. Check in your local phone book for private businesses that also offer this service. The Bureau does offer fingerprinting and photo services if applying in person. Fingerprint fee is \$13.00

☐ **VERIFICATIONS:**

If you are a resident alien or naturalized citizen you must include your ARI or naturalization number on your application and fingerprint card.

☐ **WEAPON FAMILIARITY CERTIFICATION:**

Applicants must complete a firearms familiarity course certified by the Bureau. The course must be completed before you apply for a permit. Please have your instructor complete the certification information on the application. **BCI must receive your application within one year of course completion.**

☐ **APPLICATION PROCESSING**

Once your application is received, a background investigation will be conducted. When this process is complete and it is determined that the criteria established by law has been met, the permit will be mailed to you. Do not call to check the status of your permit. Your application will be receipted once it is received. We have **60 days to process** your application.

WARNING

Falsification of any information in the application may result in denial or revocation of a permit and possible criminal prosecution.

Applications will be accepted from 8:00 a.m. until 4:30 p.m. at the Bureau office. You may also apply by mail.

VISIT OUR WEBSITE AT:

www.bci.utah.gov



State of Utah
Department of Public Safety
APPLICATION FOR CONCEALED FIREARM PERMIT

Please read all instructions prior to completing this form. TYPE OR PRINT IN INK.

Your application will **not** be processed unless this form is completely filled out and all applicable questions have been answered. Be sure to provide all supporting documents: one complete fingerprint card, one photo (**with name on back**), and photocopy of drivers license. Enclose the appropriate fee, **\$65.25**, in the form of cash, check, money order or credit card made payable to "Utah Bureau of Criminal Identification". **FEES ARE NON-REFUNDABLE. New Permit \$65.25**

Name _____ Date of Birth _____ Place of Birth _____
(Last) (First) (Middle)

Previously used Name(S)(Maiden, etc.) _____ Social Security Number _____

Address _____
(Street) (City) (County) (State) (Zip)

Mailing Address (if different from street address) _____

Home Phone# _____ Work Phone # _____ Driver Lic # _____ St. _____

Height _____ Weight _____ Eye Color _____ Hair Color _____ Sex _____ Race _____

What is your Citizenship? _____ Alien Registration # or Naturalization # _____

ALL APPLICANTS: Please answer "Yes" or "No" to all questions below. A complete criminal background check will be conducted including expunged and juvenile court records. If you answer "Yes" to any question, attach documentation explaining your answer.

- ☐ Yes ☐ No Have you ever been convicted of a felony?
- ☐ Yes ☐ No Have you ever been convicted of a crime of violence?
- ☐ Yes ☐ No Have you ever been convicted of an offense involving the use of alcohol? (i.e. DUI/DWI, alcohol related reckless, supply alcohol to minor, etc.)
- ☐ Yes ☐ No Have you ever been convicted of the unlawful use of narcotics or other controlled substances?
- ☐ Yes ☐ No Have you ever been convicted of any offense involving moral turpitude? (i.e., theft, criminal mischief, sex crimes, etc.)
- ☐ Yes ☐ No Have you ever been **arrested** for any offense involving domestic violence?
- ☐ Yes ☐ No Have you ever been adjudicated as mentally incompetent?
- ☐ Yes ☐ No Have you ever been involved in **any incident** in which you have used unlawful violence or threats of unlawful violence?
- ☐ Yes ☐ No Are you currently subject to a court sanctioned protective order?
- ☐ Yes ☐ No Have you ever been dishonorably discharged from the armed forces?

NEW APPLICANTS: A department approved firearms instructor must complete the following certification information.

The applicant, _____ has met the criteria established by the Utah Department of Public Safety in R722-300, Utah Administrative code, and 53-5-704(8) Utah Code Annotated. I certify this to be true and correct to the best of my knowledge and belief.

Instructor
Signature _____

Date _____

The instructor's stamp goes in this box

ALL APPLICANTS: Please read and sign the statement below. Your signature must be notarized to complete this form.

I, _____, hereby certify that the statements contained herein are true and correct to the best of my knowledge. I understand that if I knowingly make any false statements herein, I am subject to the penalties prescribed by law. I do hereby authorize the release of any and all information in the possession of any individual, law enforcement agency, firm, partnership, and public or private corporation, necessary to determine the validity and appropriateness of my application. In so doing, I release, exonerate, and hold harmless, any such individual, law enforcement agency, firm, partnership, public or private corporation, the Utah Department of Public Safety, and the State of Utah, from any claim or cause of action which may or could result from the release of this information. I further certify that I will adhere to the Utah Administrative Code as contained in Utah Department of Public Safety R722-300, and also Utah Code Ann. § 53-5-704, and that failure to comply with these laws and rules may result in the denial, suspension, or revocation of my concealed firearm permit.

Signature _____ Date _____

Subscribed and sworn to this _____ day of _____, 20____

Notary Public

METHOD OF PAYMENT (CHECK APPROPRIATE BOX) Payment enclosed (check or money order only) ☐ Credit Card ☐

Credit Card payment must include 3 digit control number found on back of the credit card. There is a \$20.00 service charge for any returned check.

Credit Card Orders: *Visa ☐ *MasterCard ☐

Card Number											

3 Digit Control #		

Expiration Date			

Signature _____ Phone Number _____